Response to
Request for Information No.16-04
Modernized Elections System for Washington State

Issued: October 15, 2015
Submittal Date: December 23, 2015

Attn: Stephanie Goebel
RFI Coordinator
Project Manager
stephanie.goebel@sos.wa.gov

RFI No. Modernized Elections System for Washington State

December 23, 2015

Stephanie Goebel
RFI Coordinator
Project Manager
stephanie.goebel@sos.wa.gov
360.725.0301

Dear Ms. Stephanie Goebel,

Runbeck Election Services, Inc. (RES) is excited to respond to the Modernized Elections System for Washington State RFI No. 16-04. We have confidence in our ability to build lasting partnerships with our clientele through exceptional products and services. In over four decades of service in the elections industry we have become the leader in providing proven systems while remaining affordable, this makes Runbeck the best choice to help the State of Washington achieve its stated goals.

With our remarkable staff and exceptional systems, the Runbeck team is confident that we can be effective in partnering with Washington State and County Elections Officials. Our products and services will enhance current systems and increase process efficiencies.

Runbeck also brings additional expertise in the following areas that can benefit Washington State and County Election Officials:

Agilis® Ballot Sorting System

The Agilis® is an innovative mail ballot sorting solution that makes inbound ballot processing, quick, easy and affordable and empowers elections officials to manage election mail processing right in their own facility. The Agilis® has a small base footprint, processes up to 18,000 mail ballots per hour, and is highly-configurable with full reporting and audit capabilities.

Automated UOCAVA Ballot Duplication

For election officials who provide eBallots (electronic ballots) to UOCAVA, Runbeck offers *Simulo*™ Ballot Duplication Software. Simulo™ converts eBallots received into a marked and tabulation-ready paper ballot by using the *Sentio*® Ballot Printing System. The system is also versatile and can mark and duplicate damaged ballots, eliminating the hand-marking process.

Sample Ballot or Publicity Pamphlet Production & Mailing

We have produced millions of sample ballots over the past 20 years for several jurisdictions, managing a massive number of versions, registered voters, and complex pre-press and production elements.

Ballot Printing & Ballot Printing On Demand

Over the years, Runbeck has produced over 100 million optical scan ballots for ES&S, Sequoia, Premier (now Dominion Voting), and Hart Intercivic tabulation systems, accurately and on time. The development of our Sentio Ballot Printing System® offers the efficiency of printing ballots on-demand, which eliminates over printing and the waste associated with it.

Quality Control

Runbeck utilizes closed caption, real time cameras, monitoring the entire workflow process paired with a production schedule incorporating random document call-outs. Every single ballot is hand checked and we employ a strict and measurable review of all production equipment before, during, and after election cycles to ensure the highest quality products.

Security

Runbeck provides multi-layered security protocols to protect against unauthorized use and access to files, facilities, and equipment. The security systems at Runbeck are carefully reviewed, monitored, and controlled. A detailed security plan is included in this response.

Logistics, Installation, and Testing

Upon delivery, our Project Manager will work with you to determine the best logistical strategy of receiving our product, based on agreed dates, and optimal location to be housed and secured. Prior to delivery, we will work through a pre-defined acceptance testing plan that checks quality, reliability, and throughput of our product.

Software and Hardware Maintenance

Runbeck offers various software and hardware maintenance options of our products to our customers. We provide maintenance, including cleaning and inspection of our products, with the option for election data to be backed up and archived for Post and Pre-Election needs. Runbeck provides new minor software updates at no additional cost and also testing and validation of all software updates. Annual preventive maintenance is also available which includes cleaning, inspection, replacement of worn components, removal of outdated information, updating of firmware and software, and replacement of worn parts or consumables.

Training and Ongoing Service and Support

With 24/7 technical software support during election cycles, we also offer on-site service support during these peak election periods. Runbeck utilizes comprehensive training programs ensuring a thorough understanding of our products for our customers. We work with our clients to schedule training when it is most convenient for state and/or county staff. Additionally Runbeck will work with the state and/or county to identify additional election support, including on-site technical assistance should you require it.

Proven record of Success and Financial Stability

For 43 years Runbeck has demonstrated financial stability and remained a trusted partner to cities, counties, and states that require the highest level of election security, integrity, and accuracy. We are dedicated to building exceptional, long-term customer relationships, and our list of references is evidence of this commitment.

Excellence in Customer Service

We understand the election process from start to finish and anticipate our customer's needs. Our knowledge of election procedures and law, printing processes and equipment and our personal investment in caring for you, bring election officials and production personnel together as a synchronized team. Customer Service is one of the things we do best.

Competitive Pricing

We remain at the forefront of technological advances; developing, testing and purchasing state-of-the-art equipment to ensure customers that their needs are serviced with the highest quality of standards, thereby, ensuring efficiency and the most cost-effective practices.

We understand the importance of this project and appreciate the opportunity to submit information to the State of Washington. Should you have any questions, please do not hesitate to call.

Thank you,

James R. Suver
Vice President
Business Development
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TABLE OF CONTENTS

TECHNICAL RESPONSE

1. Exhibit B contains business requirements for the Washington State Modernized Elections System. (Note the scope of requirements excludes ballot creation and Tabulation.) Vendors are requested to validate and proof the business requirements to identify any requirements they believe have overlooked. Please provide a list of additional business requirements you recommend we consider for inclusion in a future RFP.

RES has no additional business requirements.

2. Also pertaining to business requirements in Exhibit B, please identify any requirements you believe to be exotic. In other words, identify any requirements that you believe are uncommon, difficult to fulfill, or for any other reason contribute significant cost and/or time to the Modernized Elections System? Please identify which, if any, of the identified requirements are exotic and why.

RES does not recognize any exotic requirements.

3. Exhibit A contains the WA OCIO IT Security policies. Within Exhibit B, there is a worksheet titled "Critical Election Periods". Washington State Elections Officials desire a solution that balances the provision of uninterrupted services during critical election periods with cost. Please provide a recommendation for high availability.

Maintaining a highly sensitive awareness of the elections industry is what Runbeck Election Services does best to serve the voting community. Our vision is to support democracy by improving how elections are accomplished in America.

RES will adhere to a strict mutual timeline, with a high availability early June through November.

Dates	Event	Availability
January	Petition Signature Verification	
January – February	February Special Election Cycle	
February – mid May	April Special Election Cycle	
March-April	Precinct changes/jurisdiction redistricting	
2nd week May	Candidate Filing	
3rd week May	Candidate Voters' Pamphlet statement submission	
Early June	Final Election Setup, Ballot and Voter Pamphlet to Print, Online ballot setup, BOD (ballot on demand) setup and testing.	High Availability
Mid June	Primary UOCAVA ballots mailed	High Availability
Early July	Deadline for mail or online new registrations and voter updates prior to the primary	High Availability
July – mid August	Petition Signature Verification	High Availability
Mid July	Primary 18-day voting period begins	High Availability
Late July	Deadline for in-person registration	High Availability
Late July	Primary Election Dry Run – Results upload test	High Availability
1st Tues in August	Primary Election Day	High Availability
Primary Date – mid August	Counties upload election results daily	High Availability
Mid August	Candidate voters' pamphlet statement submission for General Election	High Availability

Late August/Early September	Final Election Setup, Ballot and Voter Pamphlet to Print, Online ballot setup, BOD setup and testing.	**High Availability**
Mid September	General Election UOCAVA ballots mailed	**High Availability**
Early October	Deadline for mail or online new registrations and voter updates prior to the General Election	**High Availability**
Mid October	General Election 18-day voting period begins	**High Availability**
Late October	Deadline for in-person registration	**High Availability**
Late October	General Election Dry Run – Results upload test	**High Availability**
1st Tues after the 1st Monday in November	General Election	**High Availability**
November	Counties upload election results daily	**High Availability**
Early December	Resolution Deadline and Election Setup for February Election	
December 31	Deadline to submit petition signatures supporting Initiatives to the Legislature	

4. Exhibit A contains the WA OCIO IT Security policies. Within Exhibit B, there is a worksheet titled "Critical Election Periods". Washington State Elections Officials desire a solution that balances the provision of uninterrupted services during critical election periods with cost. Please provide a recommendation for disaster recovery.

RES has redundant systems at our Tempe facility, and partner state and counties in close proximity.

Runbeck's Disaster Recovery Plan for data is multi-tiered and is designed to minimize data loss, allow for rapid continuation of production processes and to know the disposition of each project within the production cycle to guard against duplication or non-fulfillment of any portion of the project. We store data files for as long as the given jurisdiction requests, which typically is up to two years.

Runbeck has two back-up servers for all data and file back-up. The secondary back-up server is at a secured off-site location. The connection to this external server is through a dedicated circuit which has a battery back-up system that offers seamless transition of power for up to 48 hours. The secondary server is also mirrored and has live, real-time data.

5. Please provide a recommendation for system integration approach and methodology, which most effectively supports the specified business requirements and other concerns mentioned in the Background and Objective section.

RES believes that in order to share data between systems and for users to have access to seamless systems with common interfaces, the various systems must be compatible. Ultimately systems compatibility is related to the issue of integration; integrating successfully is determined by the compatibility of hardware, operating systems and software.

To ensure compatibility, RES believes the State of Washington should utilize hardware with common operating systems and capabilities, by acquiring all hardware at the same time. This will maximize the compatibility of various components and avoid inconsistency if acquired at various intervals. Furthermore, Runbeck will maintain the continuity of equipment at the State and County election facilities.

6. Please provide a recommendation for project management approach and methodology, which most effectively supports the specified business requirements, other concerns mentioned in the Background and Objective section and project values of transparency and collaboration amongst the state's 40 separately elected Elections Officials.

Project Methodology

Runbeck will use Project Management Institute's Project Management methodology to manage Washington State Election Officials' projects and project cycles. This can begin with a face-to-face requirements session, followed by a comprehensive "backward pass" scheduling process which begins with the required delivery dates. Through our custom tracking database, Runbeck manages the work based on the scheduled required delivery dates to ensure that each project segment is on schedule, meeting all specifications. Our production schedules will adjust to the needs of Washington State Elections Officials to ensure that all services are completed early or on schedule.

Runbeck believes that our high-level of service, in conjunction with our proven project management methodologies, are the foundational elements to our success in managing complex and multi-faceted projects. When our capabilities are joined with our unwavering service model, success is assured.

We will develop a partnership with staff that is based on trust, respect, and open communication. This model has provided our existing customers with the highest level of confidence in our company and allowed them to include us as part of their team for planning and troubleshooting purposes. We expect to develop that same type of relationship with you.

Planning and Implementation Stage: Runbeck will provide a dedicated project manager who will serve as the main point of contact. The Project Manager will also serve as the emergency point of contact. Runbeck will also provide an escalator list of names and phone numbers.

The Project Manager will work with staff to complete a project schedule and an outline of the resources necessary to carry out the project plan.

Execution, Monitor and Control Stage: The project plan is implemented at this phase of the process. All necessary resources will be engaged in the actual project plan as required. Procedural methods will be monitored and quality control will mitigate risks and engage any corrections that are required. Ongoing communication between Washington State Election Officials and the Project Manager will occur as required.

Current Project Closing Stage: The Project Manager will take the necessary steps to ensure project completion to staff as required. Reporting and audit information will be made available and the necessary steps for a next project will be implemented if necessary.

Runbeck proposes one lead project manager and two support managers to be dedicated to manage the Runbeck staff and be a liaison for Washington State Election Officials. Runbeck will revisit and adjust support as needed through all projects. This support model is derived from our experiences with over 45 state and counties and over 100 government election related projects.

Runbeck proposes one lead project/support manager who will be responsible for coordination. This person will be responsible for overall scheduling and organization of project from contract signing until completion of the contract. This person will work directly with the Washington State Election Officials to handle all logistics, materials management, file management, and project completion for each cycle.

Project Team

Runbeck maintains full-time, qualified employees to manage and produce all election-related materials, products and services. We have assembled a group of professionals uniquely qualified to prepare, implement, and support our customers with your election needs. Our staff understands election laws, rules and procedures, printing processes and equipment, ballot production, and absentee processing from start to finish. This allows us to understand and anticipate our customer's needs in order to most effectively help them achieve their goals.

Kevin Runbeck

Title: Chief Executive Officer

Project Role: Oversees all facets of Runbeck: Financial, Production and Customer Care

Kevin Runbeck is CEO of Runbeck Election Services. He has a successful track record managing the Runbeck print production and finishing facilities and experience in the election, government and high-integrity print and mail services industry. Kevin is well versed in the areas of strategic planning, execution, and the development of products and services. He has overall responsibility for the profitability and revenue growth of the company, including all sales, marketing, and product development, staffing and service delivery.

Kevin has proven capabilities in strategic corporate development combined with extensive management experience in the industry. Kevin has proven capabilities in manufacturing operations combined with extensive management experience in the election industry.

Jim Suver

Title: Vice President of Business Development

Project Role: Business Development

Jim Suver is the Vice President of Business Development. He is a recognized leader in the government and elections industry and brings 15 years of experience in the elections marketplace to Runbeck. In his three years with Runbeck, he has been tasked with overseeing the rollout of the company's new business development and strategic growth initiatives. Throughout his career, Jim has repeatedly demonstrated success in securing new business in undeveloped markets.

Jeff Ellington

Title: Chief Operating Officer

Project Role: Oversees Operations, Logistics, and Field Support

Jeff has more vote-by-mail experience than anyone in the market and over 20 years of experience in project management, election support and mail sorting operations. Before being promoted to COO, he oversaw process management, equipment set-up, troubleshooting issues, field operations and customer service.

Bill O'Neill

Title: Vice President of Software Engineering

Project Role: Information Officer

Bill O'Neill is Vice President of Software Engineering. He is responsible for the vision of Runbeck's Programmers and Developers to further advance and update our current systems and to introduce new technology to the elections space. Bill, a Certified Project Management Professional, has been a software developer, technology project manager, and business consultant for more than 18 years. He has worked with many state and federal agencies over that time, including CalTrans, the California State Teachers' Retirement System, and the U.S. Department of Energy among others. He is also a recognized leader in the elections industry having worked with a wide range of customers on numerous elections projects over the years.

Bill joined Runbeck Elections Services from Shamrock Associates in El Dorado, Calif., where he was president and senior consultant. In that role he managed voting system and vendor selection, contract negotiations, and system integration for 14 California counties and other government entities.

Phillip Johnson

Title: Director of Sales

Project Role: Customer Relations

Phillip Johnson has acted as Runbeck's Director of Sales for the Western Region for four years. Prior to this role he acted as a Project Manager specializing in Workflow Analysis, in the Commercial Print Industry for more than a decade. Phillip actively helps states and counties increase their productivity and reduce overall costs through the use of innovative technology.

Phillip received his Bachelor of Science in Business Administration from the W.P. Carey School of Business at Arizona State University.

Anthony Paiz

Title: Director of Western Region for Field Operations

Project Role: Subject Matter Expert

As the Director of the Western Region for Field Operations; Anthony acts as the company's Subject Matter Expert, and has been with Runbeck for over five years. Anthony holds dual degrees in Finance and Economics obtained from University of Wyoming as well as certifications in Oki, Océ, Canon, ES&S Hardware and Software, and Flowmaster.

Eddy Craig

Title: Systems Operator

Project Role: Senior Systems Operator

Eddy is responsible for managing the internal operational systems. He also serves as the company's subject matter expert on mailing processes and is the primary liaison to the USPS. Prior to joining Runbeck in 2013, Eddy spent more than 16 years with Pitney Bowes. In this role, he was responsible for direct support on the ReliaVote product.

7. Please provide a recommendation for funding approach and cost distribution, which most effectively supports the specified business requirements, other concerns mentioned in the Background and Objective section and project values of transparency and collaboration amongst the state's 40 separately elected Elections Officials. Please include citations of the recommended approach in place throughout state and local governments.

RES will contract by negotiation following the RFP process but will follow the lead of the SI. RES provides different procurement options that benefit budget options for the State.

8. Please provide a recommendation for data conversion and migration, which most effectively supports the specified business requirements, other concerns mentioned in the Background and Objective section and project values of transparency and collaboration amongst the state's 40 separately elected Elections Officials.

Any data migration performed at the County or State will be done in a secure environment to the recommended business practices or protocols as established in collaboration with election officials.

Our internal network is hardened with the latest technology to ensure all data is inaccessible through network, or other intrusion. We use a secured FTP site to transfer large files and data with our customers.

File Management and access, like most companies is critical and we maintain highly secure methods in securing files for both our customers and ourselves. For file storage, all customer data is secured on a separate "V-LAN" isolated and designated for only our production network.

This network is also secured by key-card access for employees and computers with access to that network. Our "V-LAN" has been carefully planned; all data and customer files are completely segmented on a separate "V-LAN" network and subnet.

We utilize two main methods of file sending via FTP & VPN. Both options are secure and constantly monitored and enhanced. The VPN access we have available is protected via DES encryption (56-bit), 3DES encryption (168-bit) and AES (256-bit).

FTP is secured with SSL/TLS Encryption on a separate subnet that is highly monitored and secured. All port traffic is monitored and logs are reviewed daily.

In addition to monitoring the FTP file location for Washington State Election Officials, an automated alert will be received by the Project Manager upon any upload, download, or transfer of data to or from this file for immediate action.

9. Please provide a recommendation for user experience design approach and methodology, which most effectively supports the specified business requirements, maximum stakeholder usability and adoption and project values of transparency and collaboration amongst the state's 40 separately elected Elections Officials.

RES user experience design approach and methodology is simple; *design for the user*. We believe it is necessary to have a highly sensitive awareness of the elections industry, by identifying who and what it means to be a stakeholder. We understand the want for simplistic design to ensure ease and accuracy in the duration of Election Season.

Our User Centered Design is our proven methodology, accomplished in three basic steps:

Step 1: Great Design Starts with Listening and Observing: We use empathy as leverage in our user research; this ensures quality and successful design for our users. This user research approach answers big questions such as: *Are we providing the right features?; Do we understand user goals?; Does our functionality flow the way our users want to work?;* and *How will this impact our Users?;* all of which gives us a snapshot of our customer's personas, roles, goals and tasks.

Step 2: User Tasks Guide Interaction and Design: We believe tasks are how usability is measured; tasks are our currency of design. Defining the overall interaction design is conducted by the following questions: *What paths and sequences make most sense for the user and their objectives;* and *What usability best practices should be included in the wireframe blueprint?*

Step 3: Usability Testing Equals True Validation: By using Usability Testing vs. a Focus Group we are able to validate our ideas. Allowing a user to interact with our product without intervention gives us a window into how our users will actually use our design, rather then what only their overall opinions are about the design. Usability Testing answers three questions: *Is our design working for our users?; Do users know what to do and how to do it?; Are there any glaring usability issues, errors or confusions we should know about?; and How well are our design concepts or ideas performing for users?*

10. Please provide a recommendation for system support, including service and maintenance, service level agreements and helpdesk, which most effectively supports the specified business requirements, other concerns mentioned in the Background and Objective section and project values of transparency and collaboration amongst the state's 40 separately elected Elections Officials.

Ongoing Service and Support

As part of Runbeck's ongoing service and support, we will provide an annual preventative maintenance session.

The preventative maintenance includes:

- Cleaning of hardware
- Replacing necessary belts or sensors
- Remediation of any other hardware or software issues

The Account Manager will work with Washington State Election Officials to determine schedule, scope of maintenance, and repair work needed on utilized equipment. Preventative maintenance will be conducted by experienced Runbeck personnel working together with assigned Washington State Election Officials.

Additionally, RES will provide a 24/7 support hotline dedicated for users during peak election hours as well as ongoing support during the initial installation period and during the first major election cycle. Runbeck shall work with Washington State Election Officials to identify additional election support, up to and including on-site technical service, should it be required.

Runbeck shall perform preventative maintenance on equipment once each year. The maintenance will be performed on a date and time that is mutually agreeable to the parties. The maintenance performed shall be Pre-Election or Post-Election.

A. Pre-Election Maintenance:
- Cleaning and inspection of the Equipment
- Replacement of any worn parts that need to be replaced
- Correct any hardware or software issues
- Post maintenance testing
- Provide all software updates

B. Post-Election Preventative Maintenance
- Cleaning and inspection of the Equipment
- Replacement of any worn parts that need to be replaced
- Assisting with extracting of election data and archiving such data. Archive media will be provided by the Washington State Election Officials
- All systems will be properly shut-down and power will be removed
- Provide all software updates

11. Please provide a recommendation for contract vehicles and strategies in support of your recommended approach to system support and system integration.

RES will contract by negotiation following the RFP process but will follow the lead of the SI. RES provides different procurement options that benefit budget options for the State.

12. Please provide a recommendation for testing, complete through final acceptance testing and to include a mock election.

Upon delivery, Runbeck and Washington State Election Officials shall work through a pre-defined acceptance testing plan that will thoroughly test all equipment for quality, reliability and throughput of the system(s).

The acceptance testing will use actual election data, if possible, and will be conducted within a "mock election" framework. Runbeck will utilize the actual material and voter information used in conducting elections. Upon final testing, a Testing and Acceptance Form will be implemented and signed by both parties.

13. Please provide a recommendation for training. Elections Administrators and Staff around the state possess an intimate familiarity with their existing systems. We will require a training plan that enables county and state users to develop a high degree of comfort with the replacement system(s) in advance of

go-live in order to support a seamless implementation for all Washington State elections stakeholders. Training w include internal users and administrators/IT support staff.

Training: Tier 1-2-3

Runbeck utilizes a comprehensive training program for all installation of our products; the training program is based on equipment training and training on the new "to-be" processes and procedures as it relates to Washington State Election Officials.

Runbeck will work with Washington State Election Officials to schedule training when it is convenient for the elections' staff. Typically, initial onsite training is conducted during the week any product is delivered to the election site.
Runbeck uses a three tiered training approach:

Tier One focuses on operational aspects, such as:

- Operating software
- Generating and printing reports
- Identifying and Resolving exceptions
- Importing and Exporting any information to and/from equipment

Tier Two focuses on:

- Maintaining hardware
- Replacement of consumables and parts
- Installing and testing network configurations between equipment and Elections Management Systems/Voter Registration Systems

Tier Three involves troubleshooting hardware and software. This includes:

- Identification of any issues related to equipment, server and workstations
- Other hardware items affecting performance of equipment
- Identifying and resolving any software-related issues

By adopting a tiered training approach, Runbeck believes Washington State Election Officials will achieve a comprehensive understanding and competency of Runbeck products. Additionally, this tiered approach allows Washington State Election Officials to determine the appropriate personnel for each of the training segments. Runbeck will tailor the training curriculum, schedule and approach to best fit the needs of Washington State Election Officials.

The Account Manager will work with the assigned personnel to develop "to-be" processes for all equipment utilized by Washington State Election Officials.

14. Please provide a recommendation for documentation, including internal, external, and administrator.

RES uses existing documentation for internal technical training, train the trainer materials (user administrator), user based materials all of which will be made available to Washington State Elections Officials.

15. Please provide a recommendation of voter outreach requirements for the Modernized Elections System.

RES products do not directly interface with the electorate. Our training occurs at the state and/or county level for with our systems and solutions. However, RES is available as a partner to the SI and capable of manufacturing/printing most of the physical materials that could be used for outreach.

16. Please provide a timeline estimate for implementation of your envisioned solution in response to business requirements in Exhibit B and your responses to items 1 – 15 above.

RES will initiate Installation and conduct "Tier 1-2-3" Training of proposed systems March – April 2016; additionally, Late August – September 2016 we will conduct refresher training for Election officials and operators.

Dates	Event	RES Solution
January	Petition Signature Verification	
January – February	February Special Election Cycle	
February – mid May	April Special Election Cycle	
March-April	Precient changes/jurisdication redistricting	**Installation and training (Tier 1-2-3) of:** **ASV** **Agilis Duo** **Sentio** **Simulo** **Novus**
2nd week May	Candidate Filing	
3rd week May	Candidate Voters' Pamphlet statement submission	
Early June	Final Election Setup, Ballot and Voter Pamphlet to Print, Online ballot setup, BOD (ballot on demand) setup and testing.	
Mid June	Primary UOCAVA ballots mailed	
Early July	Deadline for mail or online new registrations and voter updates prior to the primary	
July – mid August	Petition Signature Verification	
Mid July	Primary 18-day voting period begins	
Late July	Deadline for in-person registration	
Late July	Primary Election Dry Run – Results upload test	
1st Tues in August	Primary Election Day	
Primary Date – mid August	Counties upload election results daily	
Mid August	Candidate voters' pamphlet statement submission for General Election	

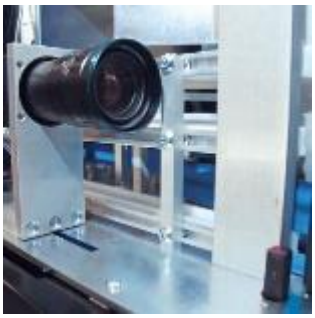
Late August/Early September	Final Election Setup, Ballot and Voter Pamphlet to Print, Online ballot setup, BOD setup and testing.	**Refresher training (Tier1-2-3) of:** **ASV** **Agilis Duo** **Sentio** **Simulo** **Novus**
Mid September	General Election UOCAVA ballots mailed	
Early October	Deadline for mail or online new registrations and voter updates prior to the General Election	
Mid October	General Election 18-day voting period begins	
Late October	Deadline for in-person registration	
Late October	General Election Dry Run – Results upload test	
1st Tues after the 1st Monday in November	General Election	
November	Counties upload election results daily	
Early December	Resolution Deadline and Election Setup for February Election	
December 31	Deadline to submit petition signatures supporting Initiatives to the Legislature	

17. Please provide a cost estimate for implementation of your envisioned solution in response to business requirements in Exhibit B and your responses to items 1 – 16 above.

RES will respond when more details are available to propose a tailored solution.

Exhibit A: Product Response

Swift > Affordable > Easy-to-Use



The Runbeck Agilis® is an innovative mail ballot sorting solution that makes vote-by-mail ballot processing quick, easy and affordable. It adheres to USPS automation standards for mail handling including thickness and rigidity requirements. The system scans and extracts signature images for verification processes that require original voter signatures. It processes up to 18,000 pieces per hour and can sort to any supplied routing information (e.g. precinct number).

Convenient & Portable

The Agilis® is small but full of power. Measuring just 5 ft long (minimum) by 3ft wide, making it ideal for small counties with limited space. The Agilis® plugs into any standard 110V outlet. The system lets you automate jobs you're manually sorting today, allowing you the security of internalizing sorting of ballots in your facility.

Multiple Verification Options

Cameras throughout the Agilis® capture the entire front side of the ballot envelope and extract the signature image. The internal verification process confirms that each envelope is signed by the registered voter and registers its receipt by the county. Each image can be archived for use by county personnel in on-site or off-site signature verification processes. Questioned ballots, such as envelopes with no signature, are identified and separated during the sorting process for manual review.

Signature verification can take place via two methods:

- Onsite/Offsite with the Runbeck Agilis®. Using this approach, the extracted signature image is displayed on an Agilis® terminal screen and compared with the archived.

- Automated Review & Using third-party software and processes, the Agilis® can be configured to compare automatically and match extracted signature images against a valid archive source of voter signatures.

AGILIS*DUO*® LOWER VOLUME BALLOT SORTING SYSTEM

Innovative > Compact > Flexible

The Runbeck Agilis*Duo*® is an innovative low to mid volume mail ballot sorting solution that makes vote-by-mail ballot processing quick, easy and affordable for smaller jurisdictions. The Agilis*Duo*® delivers exceptional throughput and scanned image quality for signature image capture with an approximate throughput of 85 PPM at 300 dots per inch (DPI). It also offers 24-bit color image capture at output resolutions ranging from 50 to 600 DPI. Users have the flexibility to output images in JPEG or TIFF file format. The compact system handles many ballot envelope sizes and adheres to USPS automation standards.

Portable & Small

The Agilis*Duo*® is a desktop mail scanner that allows counties with lower volumes to reduce costs while improving operations efficiency. It provides high quality and efficient processing, and reduces document preparation costs. The unit measures a mere 21” X 16” making it small enough to fit in any size office. The Agilis*Duo*® can be configured to compare automatically and match extracted signature images against valid archive source of voter signatures.

Multiple Verification Options

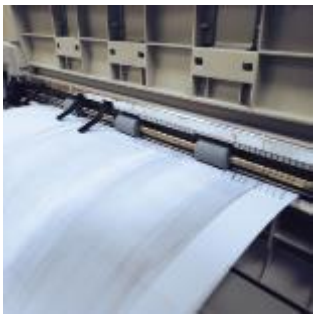
Scanners on the Agilis*Duo*® are able to capture the entire front side of a ballot envelope, extract the signature image, and verify that each envelope has been signed by the registered voter registering its receipt to the county. Each image can be archived for use by County personnel in on-site or off-site signature verification processes. Questioned ballots, such as envelopes with no signature, are identified and separated during the sorting process for manual review.

Automative Review & Compare

Using third-party software and processes, the Agilis*Duo*® can be configured to compare automatically and match extracted signature images against a valid archive source of voter signatures.

SENTIO™ BALLOT PRINTING SYSTEM

Secure > Innovative > Effective



Runbeck's *Sentio*™ Ballot Printing System provides election officials with the ability to produce accurate ballots on-site and on-demand in varying quantities from individual early voting or counter ballots to large batches of absentee ballots. This state-of-the-art solution is flexible, secure and cost-effective. The *Sentio*™ helps counties print the correct ballot with complete accuracy and a full audit trail.

Enhanced Software

The *Sentio*™ features enhanced software optimized for faster performance. This software significantly reduces print time and includes features generated by customers such as consolidated tabs and improved WYSIWYG user interface.

Why Choose Sentio?

Efficient: Connects with voter registration to print the correct voter ballot

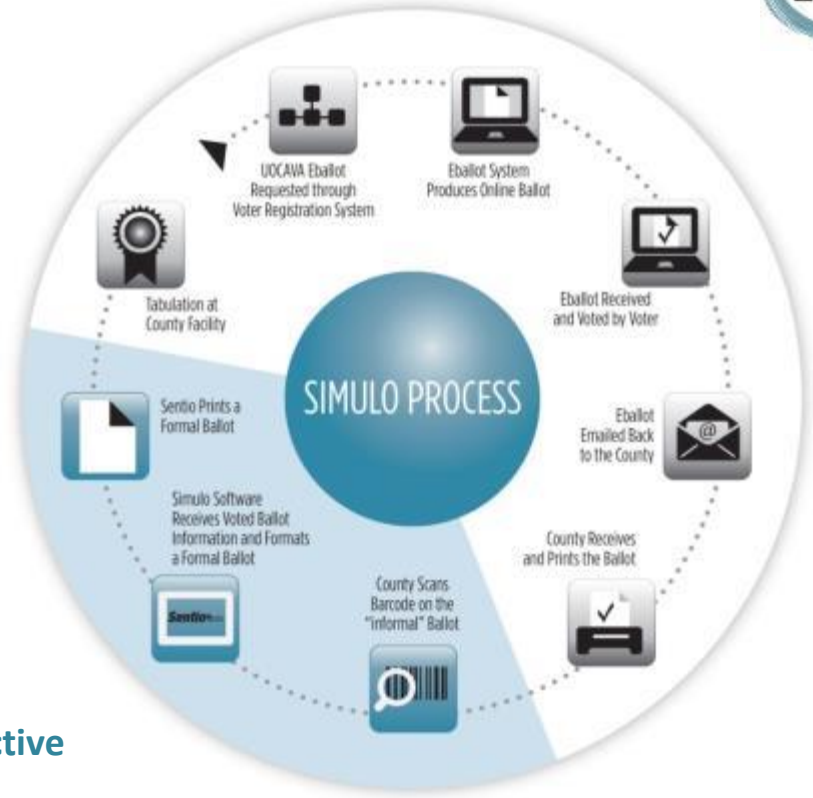
Accurate: Eliminates human error in selecting and handling ballots

Secure: Multi-layered security protects against unauthorized use

Verifiable: Full audit trail of all requested ballots

Easy-to-Use: Specifically designed for use by non-technical operators

SIMULO® UOCAVA E-BALLOT DUPLICATION SYSTEM



Clear > Simple > Effective

Simulo™ Ballot Duplication Software is uniquely designed to duplicate live UOCAVA eballots. Using Simulo™, Election Officials can print tabulation-ready paper ballots that match the voters' electronic selections. This easily configurable software can be coupled with Runbeck's Sentio™ Ballot Printing System to print UOCAVA ballots in minutes. The Simulo™/Sentio™ interface is the perfect on-site solution to save time, money, and eliminate human error.

Configure With Ease

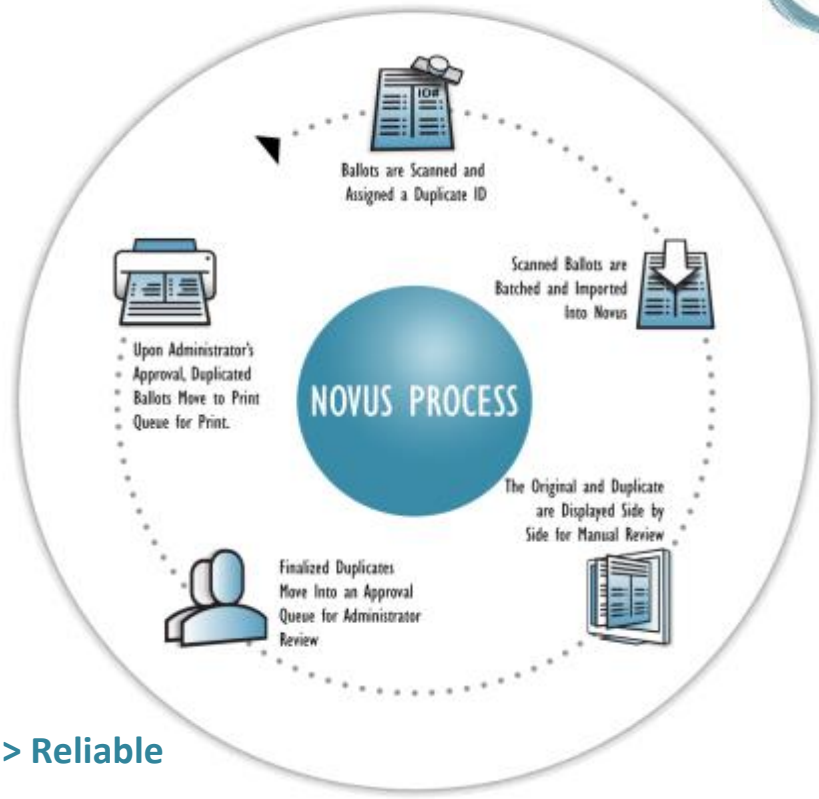
Election operators scan the 2D barcode on the printed, web-based or UOCAVA e-ballot and the Simulo™ Software interprets the correct ballot style, race, position, and format using a set mapping configuration. This mapping configuration is specific to the ballot style and allows the software to mark the ballot PDF with the voter's choices automatically. Once marked, ballot PDF's can automatically print on the Sentio™ Ballot Printing System and only need to be verified and tabulated to complete the web-based ballot delivery system. The software can recognize unique identifier(s) on the ballot if necessary.

Simulo™ Software Features

- Password security on PDF templates
- Easy-to-use file menu drop-down user interface
- Clear and time-stamped processing queue window
- Double-click scanned image view
- On/Off double-scan check feature

Simple 4-Step Process

- Import election Database
- Configure barcode and unique ID locations
- Start processing
- Scan-in ballots



Innovative > Flexible > Reliable

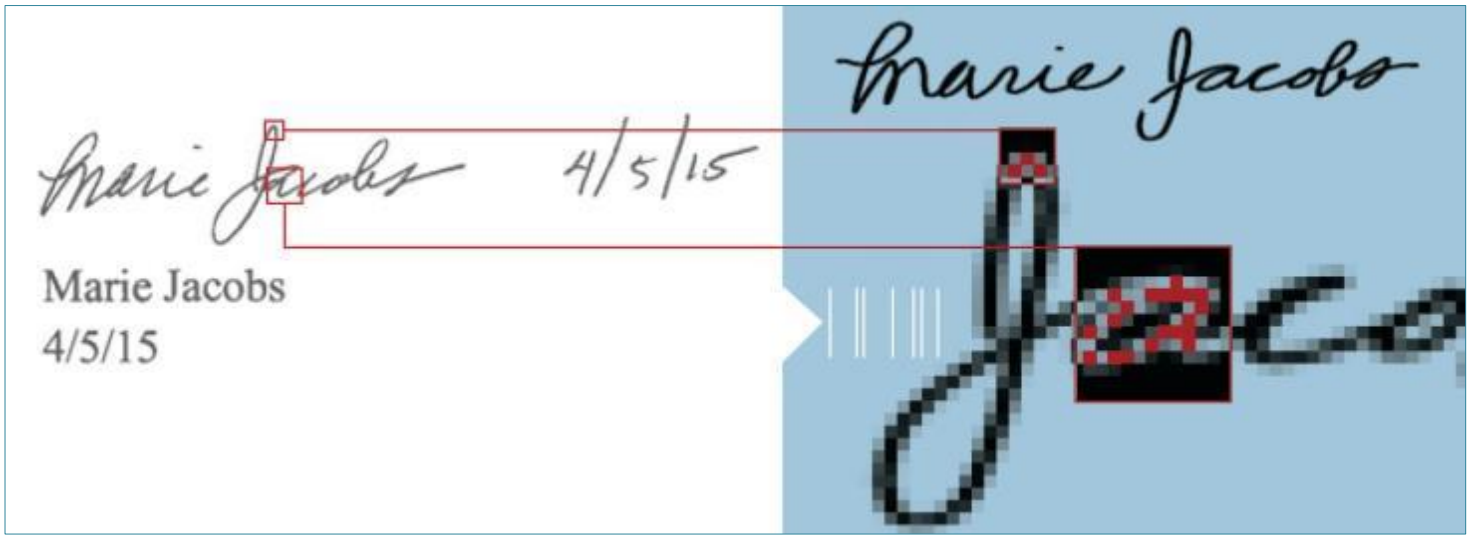
The process of duplicating damaged or unreadable ballots can cause undue stress at E-5 through Election Day. The *Novus* Ballot Duplication Software allows any jurisdiction the ability to process up to 150 ballots and hour vs. 30 an hour with traditional methods; allowing Election Officials to recreate a ballot on screen within a secure and transparent environment.

5-Step Process

1. Ballots are scanned and assigned a duplicate I.D.
2. Scanned ballots are batched and imported into *Novus*
3. Once exported into *Novus*, both scanned and duplicated images are viewed side by side, where the operator can manually change selections duplicated, or finalize the duplication.
4. Finalized duplicates are moved into an approval queue pending administrator approval.
5. Upon administrator's approval, duplicated ballots move to a print queue for print.

Noteworthy Attributes

- Faster ballot duplication
- Completely transparent
- Full audit reporting
- Faster tabulation reporting
- Compatible with Agilis*Duo*® and *Sentio*™
- Duplicate ID's eliminate duplication errors
- A scalable solution
- Interface compatible with touchscreen



Fast > Reliable > Easy-to-Use

While integrating with your inbound mail sorter this solution will evaluate your current signature images from the sorter folder and compare them to your reference images from the voter registration database. This solution consists of a personal computer running the Automated Signature Verification application and integrates with your voter registration system. Automated Signature Verification saves time and ultimately prepares your ballots for faster tabulation.

Signature verification takes place by displaying the extracted image from the sorter terminal screen and comparing it with the archived signature image from the voter registration system. The voter registration system signature image is displayed and matched to the newly captured image during sort and pass.

Software Features

Any jurisdiction can realize:

- Automated signature comparison
- Integration with your VR system
- Faster signature verification processing
- Integrates with the *Agilis*® , Agilis*Duo*®, and other sorting systems
- Faster ballot preparation for tabulation reporting